



# North Central District Health Department

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Patrice A. Sulik, MPH, R.S.  
Director of Health

NORTH CENTRAL DISTRICT HEALTH DEPARTMENT  
BOARD OF DIRECTORS  
MINUTES OF REGULAR MEETING  
Wednesday, December 12, 2018  
NCDHD Headquarters  
31 North Main Street  
Enfield, Connecticut 06082

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**Members Present:** Diane Wheelock, Chair, Ken Nelson, Shannon Grant, Maurice LaRosa, Mary Ann Turner, Fred Journalist, Dianne Trueb, Maria Whelden, Trish Vayda, Ben Rodriguez, Victor Mathieu, William Meier, Rick Zulick.

**Members Absent:** Linda DeGray, Len Norton, Catherine Rebai, Matthew Maynard, Dawn Maselek.

**Also Present:** Jim Marlor, Investment Consultant, Patrice Sulik, Director of Health

## Call to Order/Determination of Quorum

Chairman Diane Wheelock convened the meeting at 7:01 PM after determining there was a quorum present.

## Chairman's Report:

Diane introduced Jim Marlor, the District's Pension Investment Consultant. Jim had recommended exploring other pension investment vehicles due to Mass Mutual adding a recording fee to the District's Pension Account, which will be effective in 2019. Jim presented other pension investment vehicles for the Board to consider.

A **motion** was made by Mary Ann Turner and seconded by Fred Journalist to leave the pension investments with Mass Mutual. Mary Ann explained that her reason for making the motion was the difficulty involved in moving the funds given that the other investment options also had fees. The motion passed unanimously.

## Executive Session

A **motion** was made by Bill Meier and seconded by Vic Mathieu to go into Executive Session to discuss Real Estate. The motion carried unanimously, and the Board and

into Executive Session at 7:37 p.m. The Board came out of Executive Session at 8:12 p.m.

A **motion** was made by Maria Whelden and seconded by Trisha Vayda to pursue a long-term plan to renovate the Health District's main headquarters at 31 North Main Street, Enfield. The motion carried unanimously.

A **motion** was made by Trisha Vayda and seconded by Mary Ann Turner for Patrice to put together an RFQ to secure a Project Manager for the renovation project. The motion carried unanimously.

### **Director of Health Report**

Patrice initiated a dialog in response to concerns from a Member-Town regarding Member-Town satisfaction. Patrice is planning a strategy for routine communication with Member-Towns to increase their knowledge of the work that is being accomplished in the District as well as a process to assess potential service gaps from Town leadership. Board Members provided suggestions on methods that might work best for the Towns they represent.

### **Action on Consent Agenda**

#### **Proposed Budget, FY 2019-2020**

Shannon Grant drafted a Capital Improvement Plan for the Board to consider and initiated dialog about the importance of the District adopting a plan for the undesignated fund balance. The proposal will be fine-tuned and presented at the January Regular Meeting of the Board. Once approved, the Plan will serve as an appendix of the budget.

A **motion** was made by Ken Nelson and seconded by Maria Whelden that the NCDHD Board of Directors approves the proposed FY 2019-2020 budget be moved as presented to Public Hearing which will take place prior to the January 9, 2019, Regular Monthly Board Meeting. The motion carried unanimously.

### **Committee Updates and Discussion**

1. Finance – Maria Whelden, Chair – no additional update
2. Short and Long-Term Planning – Ben Rodriguez, Chair – no additional update
3. Capital Improvements – Mary Ann Turner, Chair – no additional update
4. Personnel – Linda DeGray, Chair – not present

### **New Business – None**

**Adoption of Minutes**

A **motion** was made by Bill Meier and seconded by Ben Rodriguez to waive the reading of the Minutes of the Regular Meeting of the Board of November 14, 2018 and that Minutes of said meeting be approved. The motion carried with Turner, Nelson, Zulick, Mathieu, Journalist and LaRosa abstaining.

**Adjournment**

There being no further business to discuss, a **motion** was made by Bill Meier and seconded by Vic Mathieu to adjourn. The motion carried unanimously, and the meeting adjourned at 9:37 p.m.

Respectfully submitted

Patrice A. Sulik  
Secretary/Treasurer

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**Next Board Meeting** – Wednesday, January 9, 2019, NCDHD Headquarters, 31 North Main Street, Enfield, Connecticut 06082